**ISEMPH 2021 Virtual Conference**

**July 14-16**

**Some important information for presenters:**

Want to know when you are presenting?!  The program and schedule are currently available online at [https://isemph.org/ISEMPH-2021-Program/](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fisemph.org%2FISEMPH-2021-Program%2F&data=04%7C01%7Cmichael_muehlenbein%40baylor.edu%7Cf652e71d4ba94fcb522f08d9398b10ae%7C22d2fb35256a459bbcf4dc23d42dc0a4%7C0%7C0%7C637604092317057618%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=MugNFzFtDAUpoXZGomYJP53dFH2WjM0LLSlIZXvhS3k%3D&reserved=0).  There you can download a PDF of the schedule that lists the times and days for each live session.  To see which session you are in (if you do not already know), please visit these tables (both have the same information, but are formatted differently):

[Table view by Date/Time/Session](https://airtable.com/shrjiil8XOjrgUSGe)

[Kanban view by Session/Date/Time](https://airtable.com/shr0aJVa9dftszaEG)

Now for the really important stuff:

1. All presenters in the invited, open oral, and poster sessions MUST submit pre-recorded talks or poster PDFs before July 1. This does not apply to the plenary speakers.
2. Those in invited, open oral, and poster sessions were already provided with instructions on how to prepare and upload your pre-recorded talks or poster PDFs. Please see [https://isemph.org/Presenter-instructions](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fisemph.org%2FPresenter-instructions&data=04%7C01%7Cmichael_muehlenbein%40baylor.edu%7Cf652e71d4ba94fcb522f08d9398b10ae%7C22d2fb35256a459bbcf4dc23d42dc0a4%7C0%7C0%7C637604092317077531%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=7nQpl%2BIwQdC9WXM9G3UDk7soAGIilCxVNhsgPnHV%2BJM%3D&reserved=0).
3. For a poster, any creation is acceptable (e.g., multiple pages, one large-scale PPT slide, etc.) as long as it is saved and uploaded as a single PDF file. In a virtual environment, we are not as restricted with format!
4. All presenters must be registered by June 30. Please visit [https://isemph.org/event-4193930](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fisemph.org%2Fevent-4193930&data=04%7C01%7Cmichael_muehlenbein%40baylor.edu%7Cf652e71d4ba94fcb522f08d9398b10ae%7C22d2fb35256a459bbcf4dc23d42dc0a4%7C0%7C0%7C637604092317077531%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000&sdata=qo6iv%2Fe6%2BHamLnLfBpJUck9cSH3RHdDQx11TKvH4ZAc%3D&reserved=0) if you have not yet registered.
5. Pre-recorded talks and poster PDFs will be available for viewing on our secure website for the entire month of July.
6. As a reminder, you are not replaying your recorded talks during the live sessions on July 15 and 16. In the open oral and poster sessions, each participant will give a two-minute summary (‘flash talk’ with up to two PPT slides to share) followed by a few minutes of Q&A (using the chat function from the audience on Zoom). The length of Q&A time per participant will depend on the number of participants in each session (between four and nine people).
7. Do not pre-record an oral version of your poster.
8. To be absolutely clear, your pre-recorded talk or poster PDF are different from the two minutes you will have during the live sessions. Please plan accordingly.
9. Moderators for open oral and poster sessions: please ask the participants (see program online) to present their two-minute project summaries, and then relay any chat questions from the audience to the participants. Most importantly, you would keep track of time so that all participants get approximately the same amount of presentation/discussion time. It is recommended that you simply let the participants go in alphabetical order, as this is how they will be listed in the program.
10. Organizers for invited sessions: manage your session the way you want, given the amount of time you have and the number of participants.
11. Each session will be run in webinar style. Only presenters and moderators/organizers will have the capability to share their screens. Audience members will be able to use the chat function for questions and comments.
12. Pre-recorded talks, poster PDFs, and all content in the live sessions will be viewable by representatives from several publishing houses as well as independent journalists and science writers. If you do not want information from your research shared on social media or elsewhere, you must indicate this in/on your presentation/poster as well as in your flash talk.
13. Pre-recorded talks and poster PDFs will become publicly available on August 1 on the ISEMPH website. You can opt out of this by sending a message before August 1 to [program@isemph.org](mailto:program@isemph.org). If you do not opt out, we assume it is acceptable to post your pre-recorded talks and poster PDFs on the ISEMPH website.
14. A PDF of the entire program, is available shortly on the website. Please monitor it for updates.
15. Please send any general conference questions as well as accommodation requests to [program@isepmh.org](mailto:program@isepmh.org).

Thank you,

Michael Muehlenbein

on behalf of the ISEMPH 2021 Program Committee